



State of Louisiana
Division of Administration
Office of State Uniform Payroll

January 07, 2011

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2011-33

TO: All ISIS HR Paid Agencies

FROM: Andrea P. Hubbard
Director

SUBJECT: Teachers' Retirement Annual Reporting of Rehired Retirees

Per [Act 921](#) of the 2010 Regular Legislative Session, employers are required to submit an annual report to Teachers' Retirement System of Louisiana (TRSL) and the House and Senate retirement committees of each rehired retiree re-employed as of January 1st and receiving a retirement benefit from TRSL. The report is due by January 15th each year. Due to January 15, 2011 falling on a weekend and January 17, 2011 being a state holiday, the report for this year is due January 18, 2011. Information regarding which employees must be reported and the specific data required in each report can be found in the TRSL Procedures Manual, [Index 15](#) and [Index 18.2](#) respectively.

In August 2010, OSUP released memo [#2011-09](#) with guidelines as to how each TRSL rehired retiree should be setup in the ISIS HR system. This included information regarding the use of date type "24" (rehired retiree date) on Infotype 0041 Date Specifications. The following reports will assist agencies in obtaining the requested information if date type "24" was created on Infotype 0041 Date Specifications:

Date Specifications Report (ZP25):

- Select Other Date "01/01/2011".
- Choose date type "24".
- Agencies should analyze the data from this report and determine which rehired retirees are in a TRSL position and receiving a TRSL retirement benefit.

Benefit Retirement Participation Report (ZP57):

- Select "Other Date" "01/01/2011".
- Enter personnel numbers of the rehired retirees identified from ZP25 and from your analysis.
- Choose employment status "3".
- Select the /ACT 921 Display variant.
- Agencies should analyze the date from this report. Note: Employees with no savings plan on Infotype 0169 Savings Plan will not appear on this report.

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Export the information displayed in ZP57 to Excel. Manual entries may need to be made for those employees with no savings plan. Format the spreadsheet based on TRSL and the House and Senate retirement committees requirements available in TRSL procedures manual at <http://trsl.org/ezeedit/File/ndx182.pdf> (Index 18.2, page 9 & 10).

For questions regarding the requirements of Act 921 and submission of data to TRSL, contact Angie Robinson at (225) 925-6446, extension 6114 or by email at angie.robinson@trsl.org. For any additional questions, contact a member of the OSUP Wage and Tax Administration Unit at _DOA-OSUP-WTA@la.gov or (225):

Tracy Smith	219-0191	Wendy Eggert	342-0714
Tiko Ary	342-1651	Penny Jones	342-2053
Gary Bennett	342-1652	Cindy McClure	342-5346

APH:TLS/pbh

c: Angie Robinson, TRSL